

**North Cornwall Township
Mid-Month Meeting Minutes
October 19, 2021**

Call to Order:

The October 19, 2021, meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Wahmann at 6:00 pm with the Pledge of Allegiance to the Flag.

In attendance were Supervisors Michael Wahmann, Chairman, Ronald Sell, Vice- Chairman, Samuel Abram, Jr., Treasurer, Thomas J. Long, Sr., Township Manager, Justin Thompson, Public Works Director, Steve Sherk of Steckbeck Engineering and Surveying, Inc., Amy Leonard of Henry & Beaver Law Firm and Sgt. Harry Ward of NCTPD.

Others in attendance are listed on the attached sign-in sheet.

Liquor License Transfer Hearing: Ms. Leonard stated the Township received an application to transfer a liquor license from Annville Township to North Cornwall Township. The Public Hearing has been advertised as required. Ellen Freeman, Solicitor, and Giant Food store representative Scott Sheaffer are present for the Hearing. Ms. Leonard turned the floor over to Ms. Freeman. Ms. Freeman presented to the Board and the audience a review and details of the new beer and wine section of the Quentin Road Giant Food store and presented the floor plan for the new beer/wine section of the store as well. Mr. Wahmann questioned Ms. Freeman if customers could purchase beer or wine and consume it while shopping in the Giant store. She replied no, and strict protocols will be in place. Giant anticipates the beer/wine area will be opening in 2022. There were no comments from the audience. **ACTION:** Mr. Abram motioned to close the Hearing. Mr. Sell seconded the motion, and all voted in favor.

ACTION: Mr. Abram motioned to approve Resolution 2021-16, the transfer of a liquor license to the Quentin Road Giant Food store. Mr. Sell seconded the motion, and all voted in favor.

Executive Session: There was an Executive Session regarding Personnel held October 12, 2021. No Action was taken.

Public Comment: None

Plan Briefing/ Presentation Request(s): None

Township Engineer Report:

Mr. Sherk brought the Board up to date regarding the following:

- NCT Administration Building – The building plans were submitted to the County and the City, as well as the NCT Planning Commission. The City seems supportive, and he is waiting for reviews and comments. Mr. Sherk suggests perhaps a conditional approval can happen at the next Board meeting on November 8, 2021.
- The NC8 Bridge Rehabilitation and Mar-Allen time extension request – Mr. Sherk questioned Mar-Allen as to why the completion date was missed. The Mar-Allen representative explained some materials are difficult to obtain due to supply chain issues. Mr. Sherk feels Mar-Allen is working hard to get caught up and would like to give them an extension for completion. **ACTION:** Mr.

Abram motioned to give Mar-Allen until October 31, 2021 to complete the paving and re-decking, and until November 25, 2021 for substantial completion. Mr. Sell seconded the motion, and all voted in favor.

- Meyerlo Lane, Unopened Section along 318 Bricker Lane – Bob Gearhart of NCT Planning Commission approached the Board and asked does the Township have any standing in this unopened section as a resident wishes to claim it. Ms. Leonard stated the Township has no interest as it has been unopened for over 21 years, it reverts to the underlying adjacent land-owners and is a private property issue.
- LVRT Phase 6c & 22nd Street Road/Bridge Project – Mr. Sherk noted the County Commissioners presented an updated funding breakdown and they are pleased with the Township's participation. Mr. Long submitted the project overview packet to the Board. Mr. Sherk said he and Mr. Long are meeting with the Commissioners tomorrow regarding the SQ1 project to see if the County will allocate some American Rescue Plan money to the Consortium to help with the funding.

PUBLIC SAFETY

Police: Sgt. Ward gave his report of the department activities for the month of September. Mr. Wahmann asked Sgt. Ward how are the numbers compared to 2019? Sgt. Ward replied the numbers are higher but did not have the actual information in front of him. Mr. Long commented the new police car should be ordered now as it will not arrive until mid-2022. **ACTION:** Mr. Abram motioned to authorize Sgt. Ward to purchase a 2022 Ford Explorer police vehicle. Mr. Sell seconded the motion, and all voted in favor.

Mr. Wahmann discussed the letter from Myerstown Borough requesting part time police coverage in Myerstown from NCT. He feels Myerstown is too far away and declined the request. Ms. Leonard noted Myerstown is working hard to find a near-by Township to merge with for police coverage. Currently Myerstown has coverage only from the PA State Police.

Mr. Long reported a request from Mr. Weik of the North Cornwall Health Center for the Township Police to meet and educate his staff for safety. The request is a result of an incident with a patient earlier in the year at the Health Center. Mr. Long will have Mr. Weik send a formal request to the Township Police for scheduling.

Zoning/Code/Planning Commission Report:

Mr. Abram noted Springwood is requesting more units and he has concerns. Next Planning Commission meeting is scheduled for October 27, 2021.

Fire:

Chief Shank gave the reports for the month of September. Mr. Lux was not in attendance, but did send in the financial reports to Mr. Long. Ms. Leonard noted the Solicitor for Neversink is agreeable with the re-worked language of the Lease Agreement revisions, and she is hopeful the Agreement will be signed. Mr. Thompson is working on the DCED study meeting with Neversink. It is a zoom meeting, and he will send the link to Chief Shank.

First Aid & Safety Patrol 3rd Quarter Financial Reports were presented to the Board for review.

PUBLIC WORKS

Parks & Recreation:

Mr. Long noted letters have been mailed to the current Rec Board members to notify all monthly meetings are to resume in full in January 2022. The letter also requested all members to alert the Board if they wish to remain on the Board. One member has responded and has resigned. Ms. Leonard stated the statute shows the current members can be removed for dereliction of duty. Mr. Wahmann stated if there is no response from the current Rec Board, the Township will appoint new members to the Rec Board at the January 2022 reorganization meeting.

Buildings/Highway/Recycling:

NCT Administration Building Design Updates Discussion: Mr. Long would like to schedule a workshop with the design crew for the Board to choose colors and materials for the new building. He will let the Board know once he has meeting dates available.

Sanitary Sewer/MS4 Stormwater:

Dairy Road Pump Station Update: Mr. Thompson reported he met with Act 1 & Associates, HRG, and City of Lebanon Authority on Friday regarding the pump station preliminary design. He also has a draft Agreement from Cleona. Ms. Leonard noted the draft Agreement is food for thought, but it needs editing and clean-up.

Lebanon County Stormwater Consortium Meeting Packet: Mr. Long attached the September meeting packet for the Supervisors and reported at the most recent Consortium meeting they reviewed the usual projects. He reiterated he and Mr. Sherk will be meeting with the County Commissioners regarding the SQ1 project on Chestnut Street.

ADMINISTRATION

Approval of Minutes:

Mr. Sell made a motion to approve the minutes from the October 5, 2021 meeting as written. Mr. Wahmann seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence:

Mr. Long presented:

- 2022 General, Sanitary Sewer, Stormwater, and State Fund Budget Final Drafts – Mr. Long presented a revised, more accurate Budget to the Board for review. Mr. Wahmann questioned Mr. Long regarding some items on the Budget, to which Mr. Long noted he will investigate and report back to Mr. Wahmann with clarifications.
- North Cornwall Township Website Proposals – The Board reviewed the three proposals and decided to award Fresh Creative the contract, however, the Board wishes a meeting with Fresh Creative to discuss some items in the Proposal before any Agreement is signed. Mr. Long will set up a meeting with Fresh Creative, the Township, and the Township I.T. point person Rick Bouchette. **ACTION:** Mr. Abram moved to add the proposals of Fresh Creative, ColorTech, and Merit as items to take Action and review at the October 19, 2021 mid-month Board of Supervisors Meeting. Mr. Sell seconded the motion, and all voted in favor. **ACTION:** Mr. Abram motioned to accept the proposal from Fresh Creative for website not to exceed \$13,500 with hosting to be included at an annual cost of \$1,150. Mr. Sell seconded the motion, and all voted in favor. **ACTION:** Mr. Wahmann motioned to

authorize Mr. Long, the Township Manager, Mr. Thompson, Mr. Bouchette and Fresh Creative to negotiate a Maintenance Contract for the website. Mr. Abram seconded the motion. All voted in favor.

- Mr. Long presented a letter from the Lebanon Community Library thanking the Township for our generous contribution.

New Business: Irwin Nolt, Jr. Release Letter of Credit #6145112 request

Discussion/Action: Irwin Nolt's sons Jason, Wayne, and Walter have purchased the property and are asking for a release of the Letter of Credit # 6145112 in the amount of \$77,928.40 from Jonestown Bank. Jonestown Bank issued a replacement Letter of Credit in the amount of \$77,928.40 to Jason, Wayne, and Walter Nolt. **ACTION:** Mr. Abram motioned to release the Letter of Credit for Irwin Nolt, #6145112. Mr. Wahmann seconded the motion. All voted in favor.

Old Business: Sign Ordinance and Traffic Ordinance Amendment Draft -

Mr. Long sent the revised Traffic Ordinance draft to Ms. Leonard yesterday, but she has not had time to review it. Ms. Leonard noted at the November 9, 2021 meeting the Sign Ordinance is scheduled to be adopted.

Solicitor's Report: American Tower Agreement Proposal -

Ms. Leonard stated she has received a letter from American Tower asking to make changes to our Agreement. They want to continue to maintain our tower and to keep the rent the same, but they do want to decrease the escalator amount from 3% to 2%. The Board decided to keep the Agreement as it is.

Blasting Agreement – Ms. Leonard stated the approval of the Blasting Indemnification Agreement is not on this evening's Agenda and she believes the Board wants this Agreement signed as soon as possible. She requested the Board make a motion to add the Agreement to the Agenda and to also approve the Agreement.

ACTION: Mr. Sell motioned to add the approval of the Blasting Agreement to the Agenda. Mr. Abram seconded the motion. All voted in favor.

ACTION: Mr. Abram motioned to approve the Blasting Indemnification Agreement with Meadow Lane Farms. Mr. Sell seconded the motion. All voted in favor.

Supervisor's Report: None

Additional Public Comment:

Unidentified residents asked the Township to keep the Rex Avenue property owners informed as the new middle school is constructed. Mr. Wahmann said he met with the superintendent and business manager, and they are discussing ways to address the potential traffic issues.

Adjournment:

Mr. Abram motioned to adjourn the meeting. Mr. Sell seconded the motion. All voted in favor. Meeting adjourned at 7:47 pm.

Respectfully Submitted,
Thomas J. Long, Sr.
Township Manager
TJL/jt